

To:

April 1, 2006

**LICENSE RENEWAL FOR JULY 1, 2006 TO JULY 1, 2008**

*Please sign, date and return to Board office  
General Renewal Information*

Return items 1 thru 4 in one packet; renewal **will not** be processed if sent in pieces.

- 1. Biennial Renewal Fee and this form** (Post-marked before **June 30, 2006**) (Fee Schedule enclosed)
  - 2. Continuing Education Report** (Minimum requirement 2 hours in Ethics/ 22 in your field: Form enclosed)
  - 3. Revised Statement of Intent dated July 1, 2006 thru July 1, 2008** (Form enclosed)
  - 4. Correction Form** (Enclosed)
- 

Counselors or Marriage and Family Therapists who are licensed under Act 593 of 1979 or Act 244 of 1997 shall be required to submit biennially at the time of renewal, a license renewal fee to be established by the Board. No license shall be renewed unless the renewal request is accompanied by evidence satisfactory to the Arkansas Board of Examiners in Counseling of completion during the previous twenty-four (24) months of relevant professional or continued educational experience. Failure to pay the biennial renewal fee within the time stated shall automatically suspend the right of any licensee to practice while delinquent.

(Act 593 of 1979; Arkansas Code Annotated 17-27-307, Renewal) (Act 244 of 1997, Section 4, Renewal)

**To avoid possible delays in processing your renewal all renewal material and fees must be submitted by June 15, 2006.** Your license expires, effective July 1, 2005. Unless your license is renewed by June 30, 2006, it will automatically be suspended until all delinquent materials are submitted and approved by the Board. If not reinstated in twelve (12) months, you must apply as a new applicant. Any practice while your license is suspended is in violation of Act 593 of 1979 and Act 244 of 1997. Any license renewal after July 1, 2006 will be charged a late renewal fee in addition to the biennial renewal fee.

Arkansas Board of Examiners in Counseling  
P.O. Box 70  
Magnolia, AR 71754-0070

***The licensed counselor/therapist has the sole and exclusive responsibility to ensure that all necessary fees and documents are received in timely fashion by the Board for renewal.***

Date \_\_\_\_\_ Print name \_\_\_\_\_

Signature \_\_\_\_\_